
CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

Hotel Settlers Events Package



www.hotelsettlers.com.au • hotelsettlersfunctions@alhgroup.com.au
58-60 Dawson Highway, Biloela QLD 4715 PH: 07 4992 2933

CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

@ Settlers

Located in the heart of Central Queensland, Hotel Settlers operates 7 days a week with a fantastic range of facilities, including our function room with private bar, 45 accommodation rooms, spacious parking, restaurant, bar, TAB and gaming.

We take a great level of pride in all aspects of the venue's operation and are confident our facilities can cater for your next event.

The Deck Room & Bar is a wonderful space where we can cater for a vast variety of events, including; meetings, conferences, product launches, auctions, training sessions, birthdays, baby showers, social gatherings, engagement parties and weddings .

Our friendly dedicated staff will make sure that your event is unique, professional and completely tailored to your requirements.

For more information or to book your next event, please contact us on 07 4992 2933 or hotelsettlersfunctions@alhgroup.com.au

CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

The Details

The Deck Room & Bar

Room Capacity depends on your set up, generally we can cater for 80 pax sit down and 100 pax standing.

Features private bar, air conditioning projector and screen, sound system / bluetooth speaker & private outside smoking area.

Hire Fees

Monday - Sunday until 5pm \$ 100

Monday - Thursday after 5pm \$ 250

Friday - Sunday after 5pm \$ 150

** Private bar opens for groups of 30 adults or more otherwise staffing fee of \$50 per hour or part thereof applies .

Accommodation

30 Motel Rooms, 6 standard cabins , 4 family cabins and 2 dual key adjoining cabins. Group booking discounts are available.



CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

Shared Platters

OUR PLATTERS ARE DESIGNED TO CATER FOR
8-10 PEOPLE PER PLATTER

Seafood Sensation \$95

filo wrapped prawn twisters,
crumbed whiting fillets, salt &
pepper calamari, battered prawns,
tempura scallops

Antipasto \$80

salami, prosciutto, leg ham,
camembert, brie, cheddar,
chargrilled vegetables, water
crackers

American Dream \$95

spicy buffalo wings, bbq pork belly
bites, mozzarella sticks, battered
onion rings

Vegetarian \$95

crumbed zucchini wedges, chinese
vegetable spring rolls, mozzarella
sticks, curry samosas, onion rings

Pastry Selection \$65

assorted sweet pastry platter

Classic Party \$95

party pies, sausage rolls, mini
quiche, vegetable spring rolls,
chicken dim sim

Fried Delights \$95

crumbed mozzarella sticks, double
crunch prawns, spring rolls, chicken
dim sims, crispy chicken wings,
battered onion rings

Kids Fiesta \$55

chicken nuggets, party pies, hot
chips, tomato sauce

Tropical Fruit \$60

chefs selection of fresh sliced fruit

Sandwich Selection \$65

chefs selection of sandwich
triangles

CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

Plated Menu 1

Budget Friendly

2 courses \$35

* each course to be served alternate drop

Mains

200g rump w creamy mash potato, broccolini, beef jus
grilled barramundi w roasted sweet potato, asparagus, hollandaise sauce

Desserts

caramel sin chocolate mud cake w cream
blueberry brulee cheesecake w cream

ALL PLATED MENUS HAVE A MINIMUM OF 15-PAX REQUIRED
FINAL NUMBERS ARE REQUIRED NO LESS THAN 7 DAYS PRIOR TO THE EVENT DATE

CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

Plated Menu 2

keeping it simple...

2 courses \$40

3 courses \$50

*select two options from each course to be served alternate drop

Entrees

duck & plum spring rolls
caesar salad
battered torpedo prawns w thai sweet chilli

Mains

180g eye fillet, cooked medium, creamy mash potato, broccolini, beef jus
garlic & herb chicken breast, sweet potato wedges, broccolini, bearnaise
grilled barramundi, garlic chat potatoes, asparagus, lemon dill butter

Desserts

caramel sin chocolate mud cake w cream
blueberry brulee cheesecake w cream
warm sticky date pudding w cream

ALL PLATED MENUS HAVE A MINIMUM OF 15 PAX REQUIRED
FINAL NUMBERS ARE REQUIRED NO LESS THAN 7 DAYS PRIOR TO THE EVENT DATE

CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

Plated Menu 3

Make me feel fancy...

2 courses \$50 3 courses \$60

*select two options from each course to be served alternate drop

Entrees

duck & plum spring rolls
grilled harvey bay scallops w herb butter
thai style pork belly bites

Mains

lemon & rosemary grilled chicken breast, sweet potato mash, wilted spinach, bearnaise

chargrilled 200g eye fillet, cooked medium, garlic mash potato, broccolini, blistered cherry tomatoes, shiraz beef jus

crispy skin salmon, roasted lemon dill potatoes, asparagus, salsa verde

king pork cutlet, sweet potato mash, broccolini, creamy seeded mustard sauce

Desserts

caramel sin chocolate mud cake w cream
blueberry brulee cheesecake w cream
warm sticky date pudding w cream

ALL PLATED MENUS HAVE A MINIMUM OF 15 PAX REQUIRED
FINAL NUMBERS ARE REQUIRED NO LESS THAN 7 DAYS PRIOR TO THE EVENT DATE

www.hotelsettlers.com.au • hotelsettlersfunctions@alhgroup.com.au
58-60 Dawson Highway, Biloela QLD 4715 PH: 07 4992 2933

CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

Day Catering

Corporate Catering

Morning and Afternoon Tea Options
\$9.90 per person

Your choice of (select one option)

- Assorted Pastries
- Cheese and Crackers
- Fresh Sliced Fruit

Working Lunch \$12.90 per person

Assorted Chefs Selection of Sandwiches
(1.5 rounds per person)



CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

Beverages

OUR FUNCTION BAR CAN BE OPENED FOR CATERED EVENTS OF 30 OR MORE ADULTS.

WE CAN OPEN THE BAR AT YOUR REQUEST FOR LESS GUESTS BUT AT A FEE OF \$50 PER HOUR OR PART THEREOF IS APPLICABLE.

Bar Tab

A Bar Tab can be set up with a predetermined limit, allowing you and your guests to order your drinks from the bar with ease. You are welcome to check the balance of your tab at anytime with any of our friendly bar staff. We will supply wristbands for all of your guests over 18 years old so they can be easily distinguished at the bar from other diners .

Generally, we include tap beers ,house wines and soft drinks on all bar tabs and then it is your choice if you wish to include spirits or bottled beers and cocktails .

* Please note that a Credit Card will be required by management to set up the bar tab and full payment by cash or card is required before leaving the venue.

Cash Bar

You and your guests are welcome to simply purchase your own drinks from the bar throughout the event. Beer and wine select ion is seasonally based and can change at any time. We offer very competitive liquor specials that change month to month.

Please contact our Functions Manager closer to the date of your function to confirm availability.

CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

The Fine Details

DEFINITIONS

'The Venue', 'Management', 'we' and 'us' refers to Hotel Settlers and its respective employees.

CONFIRMATION DEPOSIT

- A booking is considered confirmed upon receipt of this signed terms and conditions / booking form and full deposit payment. If either the deposit or this completed form is not received, management reserves the right to cancel the booking and allocate the space to another client within 72 hrs.
- A deposit of \$100 is required to confirm your function.

PAYMENTS & PRICING

- Room Hire - Charges may apply for set up and equipment hire costs. All pricing we provide you includes GST and are current at the time of printing but are subject to change.
- All quoted food items must be paid in full at least 5 days prior to the event. No refunds will be given after this time in case of the reduction of guest numbers.
- Bar tabs to be settled at the end of the event by cash or card.
- Cheques are not accepted.

CATERING & BEVERAGES

- Food and beverage orders must be finalised at least 7 days prior to the event. We may be able to organise after this time, but we cannot guarantee. Please discuss with Management.
- Menu items are subject to market availability.
- The Venue requires to be informed of final numbers at least 7 days prior to the event date.
- In accordance with food and safety compliance, no food supplied by The Venue is permitted to be taken from the premises.
- Please be aware that all care is taken when catering for special requirements. It must be noted that within the premises we handle nuts, seafood, shellfish, sesame seeds, wheat flour, eggs, fungi and dairy products. Customers requests will be catered for to the best of our ability, but the decision to consume a meal is the responsibility of the diner.

BYO POLICY & ENTERTAINMENT

- Any alcohol brought into The Venue as gifts must be forfeited to us upon entry and will be returned when you are leaving.
- Food and beverage cannot be bought in from an outside source. Celebration Cakes and special event lolly bars are accepted. Please contact Management if you require any special needs.
- We only allow external entertainment in certain circumstances, please discuss with Management.

CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

The Fine Details

SIGNAGE & DECORATIONS

- No fixtures, glue, sticky tape are to be adhered to the walls, doors, windows or any space on the premises without prior approval from Management . Any non- approved items may be removed by us and may be destroyed.
- No confetti or glitter may be used in or around the venue. A cleaning fee of \$500 will apply if used.

DELIVERIES & ACCESS

- Please discuss with Management in advance if you require any deliveries to be made to The Venue for any goods .
- Access to your booked function space(s) prior to the function start time may be possible, please discuss with us in advance.

DRESS CODE

- Smart casual dress code rules do apply.
- Themed dress is accepted, although The Venue reserves the right to refuse entry if the dress is offensive to other patrons.

CANCELLATION

- All cancellations must be made in writing to The Venue.
- If a cancellation is made more than 21 days prior to the function, the deposit will be refunded in full less any costs incurred on your behalf.
- If a cancellation is made 14 days or less prior to the function date, 100 % of the deposit will be forfeited unless the function is rebooked.
- For booking cancellations in November or December, 100 % of the deposit will be forfeited.
- The function space holding time is 45 minutes from the requested time or 30 minutes on Fridays & Saturdays . If this is not met your space may be opened to the general public at Management ' s discretion.
- If we believe any function/ event will affect the smooth running of our business, security or reputation, Management reserves the right to cancel at its discretion without notice or liability.
- In the event of inability to comply with any of the provisions of this contract by virtue of any cessation of interruption of electricity supplies, equipment failure, unavailability of food items, other unforeseen contingency or accident , The Venue reserves the right to cancel any booking or refund any deposit without notice.

BELONGINGS AND GIFTS

- Hotel Settlers is more than happy to store customer belongings or gifts; however the Hotel will not take any responsibility for lost or stolen goods. While the Hotel will make every effort to store belongings safely, goods will be left here at the customer' s risk.

CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

The Fine Details

SECURITY & CONDUCT

- If you require a security guard to exclusively serve your function, allowing only invited guests to attend, this must be organised at least 2 weeks prior to the event at a cost of \$80 per hour, per security guard.
- The Venue may require security guard(s) as a condition to hold your function depending on type of celebration. Guards will be booked through The Venue at a rate of \$80 per hour, per security guard. The type of celebration must be brought to the attention of The Venue. If The Venue is not informed, The Venue holds the right to cancel the function immediately.
- The Venue takes its responsible service of alcohol obligations seriously and you must support any decisions we make in relation to the responsible service of alcohol.
- The Venue has the right to refuse entry or service and remove from the premises any person it deems to be approaching intoxication.
- The Venue has the right to refuse entry or service and remove from the premises any person it deems to be behaving in an improper, abusive, disorderly or anti- social manner.
- In accordance with the Law, all guests must produce a current government approved form of photo ID if asked. The Venue has the right to refuse entry or service and remove from the premise any person who fails to do this .
- Minors must be accompanied by a legal parent or guardian at all times in accordance with QLD law.
- You must advise Management if minors are going to attend your function. Management reserve the right to impose additional conditions in relation to minors , including the times and areas that minors may attend. Minors must leave the venue by 10pm.
- You may be required to pay a bond, which will be refunded no later than 7 days after your function providing no damage has been incurred by yourself, your guests , invitees or other persons attending the function, whether in the function room or any part of The Venue. This includes , but is not limited to any breach of The Venue policies or procedures, underage drinking, violence or other anti-social behaviour.

UNFORESEEN CIRCUMSTANCES

- Please be aware that we accept no responsibility for outside weather conditions but will make every endeavour to provide an adequate function area if the conditions affect the booked area or access to it .

CONFERENCES - MEETINGS - TRAINING - BIRTHDAYS
- WEDDINGS - SOCIAL EVENTS

Booking Confirmation

Thank you for booking your function at Hotel Settlers.

Event Details

ORGANISER NAME

EMAIL ADDRESS

TELEPHONE

EVENT DATE. ... / ... / ...

EVENT TIME

APPROXIMATE GUEST NUMBERS

EVENT TYPE (BIRTHDAY, MEETING, WEDDING E T C)

I hereby agree that I have read and understood the terms and conditions pertaining to holding a function at Hotel Settlers.

SIGNATURE

DATE